

Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Sixth Town Council of Highland
Monday, November 16, 2009
Special Start Time

The regular session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, November 16, 2009** at the special time of 6:05 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Brian Novak, and Dan Vassar were present. Councilor Konnie Kuiper arrived at 6:30 p.m. o'clock. Councilor Herak arrived at 7:02 p.m. o'clock. Councilor Zemen departed at 6:28 o'clock p.m. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. A quorum was attained at the initial starting time.

Also present:

Tom Brown of Brown Insurance Group and Randy Palmateer, of the Northwest Indiana Building Trades Council; Myron M. Sutton, Special Investigator and Melissa L. Binetti, Counsel to the Foundation, both of the Foundation for Fair Contracting, were also present.

Mark Roorda, Town Board of Metropolitan Police Commissioners; and Ed Dabrowski of *CBL Consulting, Inc.* were also present.

Highland Firefighters Lee Barr, Doug Turich, Jeff Tulo and Tim Guernsey were also present.

Robin Carlascio of the Idea Factory, Editor of the monthly Town newsletter was also present.

General Substance of Matters Discussed

1. The Town Council received a presentation from Mr. Palmateer and the representatives of the Foundation for Fair Contracting. Ms. Binetti presented a sample ordinance for the Town and associated affidavit of compliance as an option for the Town's public works ordinance. The Foundation representatives were advocating for a more detailed set of standards defining what a responsible bidder or contractor is for the purposes of the Public Works law.

The Town Council during discussion inquired about the manner of the enforcement should the proposed ordinance be adopted. It was noted that the Foundation was funded by signatory contractors and laborers. The Foundation performs monitoring but does not perform the sorting of the bidders. The Foundation representatives suggested that adoption of the guidelines may reduce the number of change orders. The discussion included noting that the Crown Point Ordinance has a "pre-qualified" provision that allows contractors who have been qualified already to continue that status for one year.

The parties departed following the presentation and questions at 6:28 p.m. o'clock.

Councilor Zemen departed at 6:28 p.m. o'clock.

The Town Council stood in brief recess until 7:053 p.m. o'clock.

2. Representatives of the Highland Firefighters, Lee Barr, Doug Turich, Jeff Tulo and Tim Guernsey were present to appeal to the Town Council to modify the ordinance amendment that eliminated use of personal property or facilities by employees. Firefighter Guernsey suggested that there would be a public benefit to restore the ability wash personal cars as a

“station privilege”. It was suggested by the Fire Fighters that in 1972 the use of the Town facilities were suggested to be part of the compensation, agreed upon by the Town Council. It was unclear if this agreement was formally adopted or if it was an informal agreement.

The firefighters suggested that these privileges were positive for the response time of firefighters. The group also presented a written list to the members of the Town Council but not filed with the Clerk-Treasurer that set forth ten reasons supporting the reinstatement.

The discussion included an inquiry about whether or not the several contributions to maintenance for the station and the annual fire open house would continue if the privileges were not reinstated. Firefighter Barr suggested that the Highland Firefighters’ Association was the sponsor of the annual open house. Firefighter Barr suggested that he may not continue to perform the several voluntary maintenance tasks based upon the removal of the privileges.

The firefighters departed at this time.

3. The Town Council discussed with Tom Brown several issues related to the packaged plan of no-health insurance, which are .general, property and professional liability lines. Mr. Brown suggested that there would be an increase of 7% for all those lines. Mr. Brown reported that the expiring premium was \$205,000. The possible new premium would be \$218,000. Trident is the current underwriter of the plan, an Indiana Municipal Alliance plan.

Mr. Brown indicated that the asset schedules have increased in value by approximately 3% as it pertains to equipment (property & marine) schedules. It was further noted that the current carrier suggested that renewals for general liability should have a \$10,000 deductible and for law enforcement liability a \$25,000 deductible. It was noted by the Council President that the \$25,000 deductible was not acceptable. It was further suggested that Mr. Brown should seek quotes in the market as well.

Mr. Brown departed at this time.

4. The Town Council discussed with Ed the renewal of his Information Technology professional services contract. Mr. Dabrowski noted that he performs an average of 60-65 hours per month. The discussion included an exploration of when the services were provided and how the process for IT services have evolved. The Council also inquired about the listed services set forth in the professional services agreement. It was noted that the IT Director was not seeking to increase his monthly fee. He noted that his monthly rate of \$2,750 per month, \$2,500 was his compensation and \$250 was his budgeted amount for webpage maintenance. Mr. Dabrowski was seeking a two-year renewal. It was noted that Mr. Dabrowski should prepare his proposal for a two-year period.

The Town Council inquired about the status of the Downtown music for the holiday and the need to ensure that the music be started for the current season.

There being no further business to come before the Town Council, the regular study session of the Town Council, of **Monday, November 16, 2009**, was adjourned 8:26 o’clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer